


## 2015-2016 EMERGENCY SOLUTIONS GRANTS PROGRAM

February 9-18,  
2015

Office of Homeless and Special Needs Housing



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### ESG Program Purpose

- ▣ The revised Emergency Solutions Grants program and regulation:
- “...maintains support for a crisis response system through emergency shelters, but places an emphasis on identifying and preventing homelessness and returning those who experience homelessness back into the community as quickly as possible.”

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### DCA ESG Priorities

- ▣ DCA will reserve a minimum of 65% of Federal funding for the DCA ESG Entitlement area.
- ▣ Federal ESG (approximately \$3.3 million)
  - ▣ Rapid Re-Housing
  - ▣ Emergency Shelter
- ▣ State Housing Trust Fund (approximately \$1.5 million)
  - ▣ Hotel/Motel Vouchers
  - ▣ Transitional Housing for populations for which rapid re-housing is not an ideal intervention

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## Non-DCA ESG Entitlement Areas

- ☐ Atlanta
- ☐ Augusta-Richmond County
- ☐ Clayton County
- ☐ Cobb County
- ☐ DeKalb County
- ☐ Fulton County
- ☐ Gwinnett County
- ☐ Savannah

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## ESG Performance Goals

1. Reduce the unsheltered count within the BoS Entitlement.
2. Create and increase stable housing outcomes by placing homeless individuals and families in permanent housing.
3. Prevent homelessness for individuals and families leading to an decrease in the unsheltered count locally.
4. Increase long term stability for clients in permanent housing.

**These goals will be used to implement performance measures specific to each project type.**

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## Eligible Applicants

- ☐ Local or regional entities; including nonprofits
  - ☐ (secular and faith-based), local governments, local government entities (community service boards, etc.) authorities, community action agencies.
- ☐ Nonprofit applicants must receive approval of local government(s) where the nonprofit controls sites where project(s) is(are) located.
- ☐ Nonprofit applicants, including religious organizations, must have 501(c)(3), provide programs in a manner free from religious influences, and meet threshold and ongoing viability standards established by DCA (as required by State Law).

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## Federal Actions Changing Homeless Services

HEARTH Act passed in 2009 – Emergency Shelter Grants becomes Emergency Solutions Grants with significant program revisions.

- In 2012:
  - Definition of homeless changed
  - New ESG regulations published
- ESG sub-recipients, (including domestic violence providers) must conform with new definition and ALL programmatic changes.

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## HEARTH Act Changes

- A greater level of collaboration between ESG entitlements and Continuum of Care (CoC).
- Rapid re-housing becomes an eligible activity.
- An results oriented approach with a greater emphasis on Housing First approach.
- A minimum of 40% of DCA funds must be spent for homelessness prevention and rapid re-housing.
- If you serve families with children, you must serve ALL families with children!
- No Federal funding is available for Transitional Housing projects.
- Continuum of Care must establish and enforce performance criteria for ESG projects.
- All ESG projects must utilize the coordinated intake/assessment designated and made available by the CoC for the geographic location of each project.

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## Significant Changes

- Services only grants awarded for specific activities only.
  - Service projects must be directly connected to housing programs
- Overall, funding will be prioritized to projects:
  - With low barriers to entry
  - Serving clients with high needs; e.g. those who would end up unsheltered
  - With lower recidivism rates
- Minimum grant award of \$20,000 to projects serving DCA ESG Entitlement
  - Except HMIS, Project Homeless Connect, and Hotel/Motel Voucher grants
- Minimum grant award of \$40,000 to projects OUTSIDE DCA ESG Entitlement
  - Except HMIS, Project Homeless Connect, and Hotel/Motel Voucher grants
  - This may result in fewer projects outside the DCA ESG Entitlement being funded

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## Minimum and Maximum Funding Awards by Project Type

Type of Funding	DCA Entitlement	Non-DCA Entitlement	Comments
Emergency Shelter	\$20,000 - \$50,000	\$40,000 - \$50,000	Except HMV programs for DCA Entitlement area
Transitional Housing	\$20,000 - \$40,000	\$40,000	
Supportive Services	\$20,000 - \$50,000	\$40,000 - \$50,000	
Prevention	\$20,000 - no limit	\$40,000 - no limit	
Rapid Re-Housing	\$20,000 - no limit	\$40,000 - no limit	
Project Homeless Connect	\$2000	\$2000	
Street Outreach	\$20,000 - \$40,000	\$40,000	
Hotel/Motel	n/a (applicable under Shelter funding)	As reasonably necessary	
HHS	\$25,000	Not eligible	

## Who is Homeless?

### 4 CATEGORIES:

- “(1) Individuals and families who lack a fixed, regular, and adequate nighttime residence and includes a subset for an individual who resided in an emergency shelter or a place not meant for human habitation and who is exiting an institution where he or she temporarily resided;
- (2) individuals and families who will imminently lose their primary nighttime residence (within 14 days);

### ...continued... Who is Homeless?

- “(3) unaccompanied youth and families with children and youth who are defined as homeless under other federal statutes who do not otherwise qualify as homeless under this definition; but who meet the following criteria:

...continued... **Who is Homeless? Category 3**

- ❑ Have not had a lease, ownership interest, or occupancy agreement in permanent housing at any time during the 60 days immediately preceding the date of application for homeless assistance;
- ❑ Have experienced persistent instability as measured by 2 moves or more during the 60-day period immediately preceding the date of application; **AND**
- ❑ Can be expected to continue in such status for an extended period of time because of chronic disabilities, chronic physical health or mental health conditions, substance addiction, histories of domestic violence or childhood abuse (including neglect), the presence of a child or youth with a disability, or two or more barriers to employment, which include the lack of a high school degree or General Education Development (GED), illiteracy, low English proficiency, a history of incarceration or detention for criminal activity, and a history of unstable employment.

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...continued... **Who is Homeless?**

(4) individuals and families who are fleeing, or are attempting to flee, domestic violence, dating violence, sexual assault, stalking, or other dangerous or life-threatening conditions that relate to violence against the individual or a family member.”

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**Who is Chronically Homeless?**

An “individual” or “family” that is ...

- ❑ With the exception of persons in institutions, currently living in place not designed or ordinarily used as a regular sleeping accommodation, in a safe haven, or emergency shelter; and
- ❑ Continuously unsheltered or in a shelter for past 1 year, or this is the 4<sup>th</sup> separate occurrence of this living situation in the past 3 years; **AND**
- ❑ Head of household has a specific (see regulations) disability.

Persons who were chronically homeless at entry remain chronically homeless at exit, if an institutional stay is less than 90 days.

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## Who is At-Risk of Homelessness?

- (1) The household has income below 30 percent of area median income (AMI) for the geographic area; AND  
 (2) the individual or family has insufficient resources immediately available to attain housing stability.

- sufficient resources or support networks are:
  - family, friends, or faith-based or other social networks immediately available to prevent them from moving to a shelter or living outside

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## ...continued... Who is At-Risk of Homelessness?

...AND

- Meets one or more of following:
  1. Moved frequently for economic reasons
  2. Living with others due to economic hardship
  3. Notice of eviction (within 21 days)
  4. Living in hotel/motel (at own cost)
  5. Living in overcrowded housing (as defined by HUD)
  6. Exiting an institution
  7. Otherwise lives in housing that is unstable (as defined by DCA)
- Families with children, and youth defined as homeless under other Federal statutes.

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## Applications Will Not Be Considered

- The deadline is missed.
- HMIS or ALICE non-participation.
- Application substantially incomplete.
- Ineligible applicant – lacks 501(c)3.
- New organizations should have been in business and fully operational for 2 years and able to produce minimum financial statements and filings with the IRS for that period, financial policies and procedures, program policies and procedures.
- Failure to Obtain Local Approval or Certification of Consistency, as applicable.
- Serving ineligible populations (not homeless by HUD definition and verification standard).
- Insufficient or ineligible match amount or source.

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## Applications Will Not Be Considered

- ❑ Non-compliance with completion of Barriers to Housing Stability Assessments (other than new applicants).
- ❑ Non-compliance with coordinated assessment/intake.
- ❑ Transitional housing projects must primarily serve special needs populations to include those experiencing challenges of mental health, substance abuse, chronic homelessness, domestic violence, runaway and homeless youth. This must be reflected in the HMIS data.
- ❑ Length of stay less than two weeks for an emergency shelter.
- ❑ Use of projected project income or client fees as a match source.
- ❑ For DV agencies, a failure to submit HUD Annual Performance Report (APR) for entire prior or current program year by application deadline.
- ❑ Inability to keep families intact for service.

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## Scoring and Award Factors

\*See Application Guidelines (manual) for complete information.

Poor performance in any of these areas negatively affects scores and awards amounts:

- ❑ Completeness of the grant application
- ❑ Use of reputable data to describe need (homeless counts), clients served, local coordination, goals, outputs, outcomes, etc.
- ❑ Efficient and effective use of HMIS, adherence to HMIS policy and procedures, and ability to deliver data of high quality,
- ❑ Adherence to DCA Housing Support Standards,
- ❑ Staffing and match levels promote ability to serve number of participants projected
- ❑ Organizational experience, capacity, and stability
  - ❑ Capacity and oversight of Board of Directors
  - ❑ Budgeting and financial reporting

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## Scoring and Award Factors

- ❑ Agency participation in:
  - ❑ CoC Planning
  - ❑ Homeless Count, Project Homeless Connect
  - ❑ DCA-sponsored trainings for current ESG subgrantees
- ❑ Ability to design and successfully manage project under current regulations and priorities for the overall ESG program,
- ❑ Project and agency performance including --
  - ❑ monitoring compliance,
  - ❑ compliance with HMIS or ALICE policies and procedures,
  - ❑ ability to meet project requirements and goals successfully,
  - ❑ ability to spend past grant awards in timely manner,
  - ❑ increases in income and benefits during program enrollment,
  - ❑ exits to permanent destinations,
  - ❑ returns to homelessness

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## Application Scoring-DCA Database

**NEW ESD PROGRAM REQUESTS - REVIEW SUMMARY**

Program Name: 2014-2015 Program Type: 2014-2015 Program Status: 2014-2015

Program Start Date: 2014-2015 Program End Date: 2014-2015 Program Budget: \$82.63 Program Funding: \$82.63

**Summary**

Program Name	Program Type	Program Status	Program Start Date	Program End Date	Program Budget	Program Funding
2014-2015	2014-2015	2014-2015	2014-2015	2014-2015	\$82.63	\$82.63
<b>TOTAL</b>					<b>\$82.63</b>	<b>\$82.63</b>

[Click Here to Review Application](#) [Print Summary](#)

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## Match Requirements

- ❑ All applicants must provide at least a 100% match consisting of documented non-McKinney resources.
- ❑ Is PROJECT-specific, must benefit recipients of project in application.
- ❑ In addition to cash, match may include the value of any lease on a building, the actual value of professional services, any salary paid to staff to carry out the project, and
- ❑ The value of volunteer hours should equal the cost necessary to provide the services in question.

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## HUD Consolidated Plan Consistency

- ❑ All applicants proposing projects located within the 22 local HUD Consolidated Plan jurisdictions must obtain “certification of consistency” with local plans from local government officials.
- ❑ Local Consolidated Planning jurisdictions include the cities of Albany, Atlanta, Brunswick, Dalton, Gainesville, Hinesville, Johns Creek, Macon, Rome, Sandy Springs, Savannah, Valdosta and Warner Robins, the counties of Cherokee, Clayton, Cobb (including Marietta), DeKalb, Fulton (including Roswell), Gwinnett and Henry, and the consolidated governments of Athens-Clarke, Augusta-Richmond and Columbus-Muscogee.
- ❑ Forms will be posted on ESG webpage.

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## 2015 Electronic Deadline-March 12 at NOON

Paper submissions will NOT be accepted. Applicants must use Housing Solutions Online site.

### There will only be **ONE DEADLINE** this year!

- Online system opens February 16
- All content (Registration, Organizational Documentation, and Applications) is due on:

### **Thursday, March 12** at NOON

- The link to Housing Solutions Online will be sent to the DCA list serve and posted on the ESG website on Monday, February 16
- Fillable PDFs applications will be posted on ESG main webpage:
  - <http://www.dca.ga.gov/housing/SpecialNeeds/programs/esgappps.asp>
  - Applications will be on the ESG webpage no later than February 23

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## 2015 Applications

- There are 9 applications:
  - I. Emergency Shelter
  - II. Transitional
  - III. Supportive/Essential Services
  - IV. Homelessness Prevention
  - V. Rapid Re-Housing
  - VI. Project Homeless Connect
  - VII. Street Outreach
  - VIII. Hotel/Motel Vouchers
  - IX. HMIS
- Submit only relevant applications!

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## General Instructions – All Applications

- Include organization's legal name and contact information.
- Include project name – this **MUST** be consistent with HMIS.
  - APRs from DV agencies must include project name.
- List sites consistent with sites from organizational submissions.
- Name local approving and consolidated planning jurisdictions, as applicable.
- Read manual (Application Guidelines) for details on projects, process, requirements.
- Be sure to answer all (sub)questions of application questions.

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## Application I-Emergency Shelter

- Focus on ensuring a positive housing outcome to permanent housing.
- Ensure high bed utilization by eliminating barriers/requirements to entry.
- Shelters that serve families must serve all eligible families and may not refuse services based on the age of children or the size of the family.
- May apply for up to \$50,000 per project.
  - (Except hotel/motel voucher programs).

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## Emergency Shelter

### Shelter Operations

Costs to operate and maintain emergency shelters and also provide other emergency lodging when appropriate.

Rent	Food
Furnishings	Security
Fuel	Insurance
Utilities	Equipment
*Hotel or motel voucher	Maintenance

Supplies necessary for the operation of the emergency shelter

*\*Hotel or motel voucher shelter programs are only eligible when no appropriate emergency shelter is available. Some Balance of State RRH and outreach programs can apply.*

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## Emergency Shelter

### Essential Services

Services provided to shelter program participants.

Case Management	Child Care
Life Skills	Substance Abuse Treatment
Legal Services	Services
Mental Health Services	Services for Special Populations
Education Services	Outpatient Health Services
Transportation	
Employment Assistance and Job Training	

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## Emergency Shelter

### Hotel/Motel Vouchers

- ❑ Exclusively for ESG Entitlement agencies.
- ❑ Used for homeless clients who need immediate housing and NO APPROPRIATE shelter is available.
  - ❑ Will have to provide evidence/justification about shelter availability
- ❑ Short stays until preferred housing option becomes available; no longer than 30 days.
- ❑ Intended for clients served by RRH and outreach programs moving to permanent housing.
- ❑ There are no service dollars linked to this activity.

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## Transitional Housing

- ❑ DCA will provide funding for transitional housing projects in this grant year to allow providers time to transform current projects into:
  - ❑ Family apartment-style shelters
  - ❑ Transitional housing projects funded through the Continuum of Care process
  - ❑ Rapid re-housing units not owned by the provider or have provider-held leases

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## Application II-Transitional Housing

- ❑ Funding will ONLY be given to projects serving special populations addressing challenges of:
  - ❑ Mental health, substance abuse, chronic homelessness, domestic violence, homeless and runaway youth
  - ❑ Agencies must explain why RRH cannot be used
  - ❑ Special needs populations will be determined through HMIS
- ❑ Funding preference will be given to projects that:
  - ❑ Successfully place participants in permanent housing
  - ❑ Have lower returns to homelessness
- ❑ DCA ESG Entitlement projects will receive for \$20,000 - \$40,000 per project.
- ❑ Non-DCA ESG Entitlement projects will receive \$40,000 per project.

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## Transitional Housing

### Operations

Costs to operate and maintain transitional housing.

Rent	Food
Furnishings	Security
Fuel	Insurance
Utilities	Equipment
Maintenance	

Supplies necessary for the operation of the transitional housing.

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## Transitional Housing

### Essential Services

Services provided to transitional housing project participants.

Case Management	Child Care
Life Skills	Substance Abuse Treatment
Legal Services	Services
Mental Health Services	Services for Special Populations
Education Services	Outpatient Health Services
Transportation	
Employment Assistance and Job Training	

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## Shelter & Transitional Housing-NEW

- ☐ Facilities must be in compliance with ESG regulations Section 576.403--Shelter and Housing Standards.
- ☐ Certification in Organizational Documentation part of application.
- ☐ A form will be available on the ESG webpage before the close of the application period.
  - ☐ This form must be completed and submitted to DCA with ESG contracts (if awarded) to achieve compliance with the requirement.
- ☐ Inspection must be completed by 7/1/15.

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### Application III-Supportive Services

- ❑ **ONLY** prescribed types of services are eligible for funding.
- ❑ Programs must be directly connected to projects moving clients into permanent housing.
- ❑ Must follow all ESG requirements:
  - ❑ Utilize the coordinated intake/centralized assessment instrument established by their Continuum of Care.
  - ❑ Required to enroll participants into programs in HMIS.
- ❑ Up to \$50,000 per project.
- ❑ Limit 1 services application per agency.

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### Supportive Services

Eligible activities are limited to:

- ❑ Employment training and services
- ❑ Transportation
- ❑ Aftercare case management for clients exiting Emergency Shelters for permanent housing
- ❑ Child care
- ❑ SSI/SSDI Outreach And Recovery benefits services (SOAR)

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### Applications IV and V-Prevention and Rapid Re-Housing

#### Financial Assistance

- ❑ Moving costs
- ❑ Rent application fees
- ❑ Security deposit
- ❑ Last month's rent
- ❑ Utility deposit
- ❑ Utility payments
- ❑ Rental assistance

#### Housing Relocation and Stabilization Services

- ❑ Housing Search & Placement
- ❑ Housing Stability Case Management
- ❑ Mediation
- ❑ Legal Services
- ❑ Credit repair

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## Rapid Re-Housing and Prevention

- ▣ Participants can be assisted for up to 1 year; however most participants exit around 6 months.
- ▣ Agencies are required to:
  - ▣ provide case management services to participants at least monthly, to re-certify participant eligibility at least every 90 days, establish a formal plan for long-term stability for each participant at discharge, and follow up post discharge.
- ▣ Proposed budgets should include a reasonable ratio of client Financial Assistance to Housing Relocation and Stabilization services.
- ▣ Applications should include reasonable ratio of households served to funding amount requested.

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## Application IV-Homelessness Prevention

- ▣ Following HEARTH definition of "at risk" for eligibility ... (may also include persons considered "homeless" by other federal programs-CATEGORY 3 homeless).
- ▣ Services to households facing eviction from housing they rent. Must have lease in name.
- ▣ Stabilize households in existing homes and ensure that participants can remain in their housing for the longer term.
- ▣ If remaining in existing home is not possible, could be used to relocate to appropriate housing.
- ▣ DCA will not fund duplicative efforts.

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## Application V-Rapid Re-Housing

*Housing is not the end of the process...it's the beginning.*

- ▣ Provide services to move literally homeless participants into permanent housing to remain there for the long term.
- ▣ RRH providers should be attached to Street Outreach efforts, Emergency Shelters, and Transitional Housing (also churches, motels, food pantries, etc) in their community in order to identify participants.
- ▣ Case management and consistent follow up are essential.
- ▣ Can be a regional or local implementation.

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### Application VI-Project Homeless Connect

- One day, one stop resources for homeless persons.
- Re-engage our homeless neighbors.
- Offer quality of life resources.
- Must provide access to Affordable Care Act information and resources.
- \$2,000 per event.

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### Application VII-Street Outreach

Eligible activities include:

- ☐ Engagement
- ☐ Case Management
- ☐ Emergency Health Services
- ☐ Emergency Mental Health Services
- ☐ Transportation
- ☐ Services to Special Populations (Essential Services during outreach)
  - ☐ DCA anticipates that the bulk of the funding will be to provide engagement and case management, rather than provide emergency services.
  - ☐ Funding will be prioritized to areas where outreach/PATH teams do not exist.

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### Street Outreach

- ☐ Use unsheltered homeless data for your county from Georgia's 2013 Point-In-Time Count in application.
- ☐ Describe specific street populations you intend to serve, including the geographic locations where Outreach teams will engage clients.
- ☐ Outreach should use housing-first approach -
  - ☐ Focused on moves into permanent housing, rather than alleviating the difficult conditions they experience on the street. (This is not a mobile feeding program.)
- ☐ DCA ESG Entitlement projects will receive for \$20,000 - \$40,000 per project.
- ☐ Non-DCA ESG Entitlement projects will receive \$40,000 per project.

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## Application VIII-Hotel/Motel Vouchers

### STATE FUNDS

- ▣ For applicants outside DCA ESG Entitlement.
- ▣ Exclusively for homeless clients who need immediate housing and NO APPROPRIATE shelter is available.
- ▣ Intended for clients served by RRH and outreach projects.
- ▣ Intended to compliment existing shelter infrastructure.
- ▣ Can be used for challenges such as:
  - ▢ Time of placement
  - ▢ Households with special needs
  - ▢ High barrier clients that will be turned away from current shelters
- ▣ Short stays until preferred housing option becomes available; no longer than 30 days.
- ▣ No service dollars linked to this activity.

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## Application IX-HMIS

- ▣ Costs of contributing data to PATHWAYS COMPASS ROSE or ALICE.
- ▣ Eligible costs may include: software, data entry, limited assistance obtaining HMIS technical assistance and training, and user fees.
- ▣ Limited funds available.
- ▣ Reserved for BoS CoC or DCA ESG Entitlement areas.
  - ▢ For emergency shelters or a rapid re-housing projects, (possibly prevention).
  - ▢ Projects with large implementations; those serving a high volume of clients.

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## HMIS Requirements

- ▣ Increased importance placed on HMIS in application review process AND performance measurements of successful applicants.
- ▣ If you want to have a competitive application this year, CLEAN YOUR DATA! It will also be used to evaluate performance!
  - ▢ A lack of data will also hurt your application
- ▣ Data will be taken directly from HMIS by DCA.
- ▣ If your agency or project names in HMIS are inconsistent with what you provided in your application, we may not find it or fund it.
- ▣ Domestic violence agencies currently receiving ESG funds must submit HUD APR from 7/1/2014 through 2/28/2015 for scoring.

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## Housing Support Standards

- ❑ Ensure that quality case management takes place and include (among other requirements):
  - ❑ Common assessment-Barriers to Housing Stability
  - ❑ Establish and track client progress and goals
  - ❑ 90-day post-discharge follow-up contacts
- ALL ESG grantees, (including service only projects), must adhere to.
- ❑ Many related activities and outcomes are tracked in Pathways COMPASS ROSE.
- ❑ Standards available on DCA website.

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## Required Training

- ❑ Current ESG recipients are required to participate in DCA-sponsored training.
- ❑ Failure to comply will affect application scores.
- ❑ Include topics such as (not limited to):
  - ❑ ESG Implementation and Administration
  - ❑ Housing First
  - ❑ Georgia Housing Search
  - ❑ Training specific to program type
  - ❑ Others

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## Making your Application – HousingSolutionsOnline



[DCA Home](#) [About ESG](#) [About HOPWA](#) [About SHC](#) [Contact Us](#)

Thank you for using Housing Solutions Online to apply for Emergency Solutions Grants (ESG), Housing Opportunities for Persons with AIDS (HOPWA), Shelter Plus Care Support Services and Shelter Plus Care Home Reduction programs.

Begin by clicking the link below and completing your Registration.

After you submit your Registration to Apply, you will receive a Confirmation with Login and Password. Please allow until 5:00PM on the next business day for DCA to update your login and password in order to verify that your email is updated in the DCA Organization Contacts Database. Be sure to print and save a copy of your Confirmation, Login and Password in a secure location.

[Register for 2015 Grant Applications with HOUSING SOLUTIONS ONLINE](#)

If you have problems accessing the Registration page or any of the links above, send an email to: [HSC@dcga.ga.gov](mailto:HSC@dcga.ga.gov)

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## Hints

- ❑ DO NOT wait until the last minute to do everything!
  - ❑ It can take up to 24 hours to receive your login and password via email.
  - ❑ Users will also receive a pop-up message with login and password.
- ❑ The system can become very slow when many applicants are logged on at the same time.
- ❑ Add [HSONline@dca.ga.gov](mailto:HSONline@dca.ga.gov) to your address book so that the login email isn't flagged as spam.

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## Locating Your Agency Key

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## INFO shows the Agency Key

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## PROJECTS shows the Program Key

COMPASS ROSE

Agency Project Maintenance

Project Name	Project Key	Project Type	Primary Site	Expected Length(days)	Bed Reservation Project
A New Day Emergency Shelter	5509	Emergency Shelter	Training Site	12131321	Y
Along Test House	6318	Transitional housing	ATL Headquarters		Y
Beyond Words	5650	PSH - Permanent Supportive Housing (disability required for entry)	ATL Headquarters		Y
Bills Housing	8308	Transitional housing	Default Site		N

## More Hints

- ❑ Documents (including applications) are uploaded *individually*.
- ❑ This gives applicants another chance to verify they have all the correct documents uploaded before submitting.
- ❑ Certification of Consistency and Local Approval forms will be uploaded into the application upload panel of HSONline.

Georgia Community Affairs  
HOUSING SOLUTIONS ONLINE

Application Documents Upload Page

Application Deadline: Thursday, March 12, 2015 at 12:00 PM  
Regular Application Process - All application documents, etc. applications, need to be downloaded, completed, and uploaded to HSONline website. Once steps are done, you'll see Confirmation of Consistency and Local Approval.

**INSTRUCTIONS**

1. Select the document type.
2. Click "GET".
3. Choose and upload your document.
4. Go to the next box and repeat this process, if applicable.
5. View your Application Summary.
6. Confirm and submit all documents.

For Certifications of Consistency and Local Approval, it is mandatory to upload a ZIP format.

**Applications Summary**

DOCUMENT 1  
App: Housing Contract  
Delete  
Updated on 3/20/14 11:20:47 AM

DOCUMENT 2  
App: Response Services (RHS)  
Delete  
Updated on 3/20/14 11:20:48 AM

DOCUMENT 3  
App: Emergency Shelter  
Delete  
Updated on 3/20/14 11:20:49 AM

DOCUMENT 4  
App: Transitional Housing  
Delete

DOCUMENT 5  
App: Rapid Re-Housing  
Delete

DOCUMENT 6  
Preparation/ID/ID Projects  
Delete

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**Georgia Department of Community Affairs**

**HOUSING SOLUTIONS ONLINE**

Program Applications Process - All application documents, as applicable, need to be downloaded, completed, and uploaded to HHSOnline individually.

1. Select the application program type.
2. Click "NEXT".
3. Upload and upload your application file.
4. Go to the next step and repeat this process, if applicable.
5. View your application summary.
6. Confirm and submit all documents.

**Applications Documents Upload**

DOCUMENT 1 DOCUMENT 2 DOCUMENT 3

DOCUMENT 4 DOCUMENT 5 DOCUMENT 6

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**Georgia Department of Community Affairs**

**HOUSING SOLUTIONS ONLINE**

Program Applications Process - All application documents, as applicable, need to be downloaded, completed, and uploaded to HHSOnline individually.

1. Select the application program type.
2. Click "NEXT".
3. Upload and upload your application file.
4. Go to the next step and repeat this process, if applicable.
5. View your application summary.
6. Confirm and submit all documents.

**Applications Documents Upload**

DOCUMENT 1 DOCUMENT 2 DOCUMENT 3

DOCUMENT 4 DOCUMENT 5 DOCUMENT 6

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## DCA Technical Assistance

### Organizational Documentation

DCA will conduct 2 webinars to assist with completion of the organizational data.

- Thursday, February 12, 2:00 p.m. – 3:00 p.m.
- Tuesday, February 17, 2:00 p.m. – 3:00 p.m.

### Applications

DCA will conduct 6 webinars to answer questions concerning the applications.

- Monday, Feb. 23, 1:00 p.m. – 2:00 p.m.
- Friday, Feb. 27, 10:00 a.m. – 11:00 a.m.
- Monday, March 2, 1:00 p.m. – 2:00 p.m.
- Thursday, March 5, 1:00 p.m. – 2:00 p.m.
- Friday, March 6, 1:00 p.m. – 2:00 p.m.
- Monday, March 9, 10:00 a.m. – 11:00 a.m.

Webinar registration on the DCA ESG website.

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## Homeless Participation

- To the maximum extent practicable (see also conflicts of interest prohibitions), grantees must involve homeless individuals and families in constructing, renovating, maintaining, and operating facilities assisted under ESG, in providing services assisted under ESG, and in providing services for occupants of facilities assisted under ESG.
- This involvement may include *employment or volunteer services*.

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## Affirmative Outreach

- ...grantees must make known that use of the facilities, assistance, and services are available to all on a nondiscriminatory basis. If it is unlikely that the procedures that the grantee intends to use to make known the availability of the facilities, assistance, and services will to reach persons of any particular race, color, religion, sex, age, national origin, familial status, or disability who may qualify for those facilities and services, grantee must establish additional procedures that ensure that those persons are made aware of the facilities, assistance, and services.

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## Language Barriers

- ...ensure effective communication with persons with disabilities including, but not limited to, adopting procedures that will make available to interested persons information concerning the location of assistance, services, and facilities that are accessible to persons with disabilities. Consistent with Title VI and Executive Order 13166, grantees are also required to take reasonable steps to ensure meaningful access to programs and activities for limited English proficiency (LEP) persons.

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Shelter Plus Care Support Services

Application Process

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Shelter Plus Care Support Services

- Organizational Review Requirement – same as for ESG.
- S+C Support Services Application – All current S+C agencies will receive an email for a Survey Monkey questionnaire (similar to last year). Agencies will apply through this Survey Monkey link.
- Both the Organizational documents and the Application (survey monkey) are **DUE March 12, 2015 by NOON.**

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S+C Support Service Eligible Activities

Eligible categories are the same:

- Case Management
- Furniture
- Carpet/Apartment Cleaning Services
- Client Transportation
- Training
- Food, medication, hygiene, cleaning items for clients

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## Shelter Plus Care Support Services

- S+C programs that are also HOPWA agencies should NOT apply for this grant – but rather apply for HOPWA monies for these activities.
- Only one Support Services grant per agency – no matter the size of the agency or S+C portfolio.
- The maximum amount will be \$20,000.

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## S+C Harm Reduction Case Management

- There will be up to 10 grants for Harm Reduction Case Management.
- The maximum award amount will be \$50,000 per grant.
- Only current S+C Sponsors can apply.
- Applicants MUST show a detailed action plan to incorporate a Harm Reduction framework into their current Shelter Plus Care programs.
- Current Harm Reduction grantees must re-apply.
- HOPWA agencies should apply for HOPWA monies for those activities, rather than S+C Support services

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## Shelter Plus Care

- All current S+C sponsors should have received an email outlining this application process.
- Workshops to answer questions about this application process will be held for S+C Sponsors
  - Webinar (limited space)
    - Monday, February 23, 2015, 10:00am – 11:00am
  - S+C Annual Training – Savannah
    - Wednesday, March 4, 2015

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## Housing Opportunities for Persons with AIDS (HOPWA)

### Application Process

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## Housing Opportunities for Persons with AIDS (HOPWA)

The Georgia Department of Community Affairs (DCA) seeks proposals from eligible service providers to provide HOPWA assistance to consumers with acquired immunodeficiency syndrome (AIDS) and persons in their family.

Approximately \$2 million dollars will be available.

Subject to availability of funds, and on a second priority basis, programs operating within the Atlanta and Augusta EMSAs may be eligible to receive GHFA HOPWA Funds.

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## HOPWA Metropolitan Statistical Areas within Georgia

City of Atlanta HOPWA allocation from HUD to serve the 29 counties listed below			
Barrow	Bartow	Butts	Carroll
Cherokee	Clayton	Cobb	Coweta
Dawson	DeKalb	Douglas	Fayette
Forsyth	Fulton	Gwinnett	Haralson
Heard	Henry	Jasper	Lamar
Morgan	Meriwether	Newton	Paulding
Pickens	Pike	Rockdale	Spalding
Walton			
City of Augusta HOPWA allocation from HUD to serve the 4 counties listed below			
Richmond	Burke	Columbia	McDuffie

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## 2015 HOPWA Application

**Application Deadline** – Your organizational information and application for HOPWA funding is due through the online system on or before **12 Noon EST on Thursday, March 12, 2015**. The DCA staff will review all HOPWA applications, and funding decisions will be announced by June 30, 2015.

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## 2015 HOPWA Application

DCA will also conduct webinars to answer questions concerning the HOPWA applications.

- Tuesday, February 10 -10AM-11AM
- Tuesday, February 17 - 10AM-11AM

DCA's Annual HOPWA Training Workshop  
Desoto Hilton Savannah  
February 23-25, 2015

DCA will provide an Application Development Session to registered workshop participants from 1:00 – 2:00 PM on Monday, February 23, 2015. If you would like to attend the Annual HOPWA Training, please contact Phillis Thomas or Whitney Mitchell

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## 2015 HOPWA Application

- The HOPWA application procedure will mirror the ESG application procedure.
- There will be one application deadline:
  - March 12 at Noon
- Late applications will not be considered.

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## 2015 HOPWA Application

- HOPWA application documents should be available on-line on or about February 16, 2015. For access to HOPWA application documents at that time, please go to:  
<http://www.dca.ga.gov/housing/specialneeds/programs/hopwa.asp>.

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## 2015 HOPWA Application

Questions or concerns about the HOPWA application process? Please contact:

**Phillis Thomas**  
[phillis.thomas@dca.ga.gov](mailto:phillis.thomas@dca.ga.gov)  
 404.679.0651

**Whittney Mitchell**  
[Whittney.mitchell@dca.ga.gov](mailto:Whittney.mitchell@dca.ga.gov)  
 404.679.0654

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## In Closing ... ESG

- Applications and related info available on ESG webpage:  
<http://www.dca.state.ga.us/housing/SpecialNeeds/programs/esgapps.asp>
- Check regularly at for updates, revised instructions on submission requirements and applications as they are ready.
- Check for more detailed info about project type or a list of current recipients.

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Thank You

Thank you for your attention and good luck!

QUESTIONS?

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